

Coteau Community Market Board of Directors
Minutes of October 6, 2019
Regular Meeting
106 6th St. NE
Watertown, SD

Board Chair Annie Mullin called the meeting to order at 4:10 p.m. in the Community Room of the library. Members present: Michelle Grant, Annie Mullin, and Mike Mullin. Members voting electronically: Chuck Baechler and Jen Moos. Also present: Roxanne Bertam, Tim Williams, and Jan Mullin.

Motion to approve minutes of the August 18, 2019, meeting by Michelle Grant, second by Mike Mullin. Motion passed unanimously.

Motion by Mike Mullin, second by Michelle Grant, to acknowledge these actions taken by email (attached): 1) selection of Jenine Sharabi's logo submission as the official logo; 2) decision to hold the annual meeting in the north picnic shelter at the zoo from noon to 3 p.m. as a potluck and not to pay to reserve the shelter; 3) approval of reimbursement request for Annie Mullin and 4) authorize Anne-Marie Mullin to manage the co-op's registration record, its associated users, and their roles to the co-op, in the System for Award Management. Motion passed unanimously.

Motion to appoint Jan Mullin to replace Jen Dahle, who resigned. Motion by Michelle Grant, second by Annie Mullin. Motion passed unanimously.

Board elected Mike Mullin as secretary. Jan Mullin elected as treasurer.

Current membership report: 66 individual members, 1 institutional.

Annie Mullin reported that the 2018 taxes have been submitted and that they were reviewed by Wegner CPAs. He made a couple of minor revisions and a couple of suggestions to make life easier later on as the co-op progresses.

Michelle Grant made the motion to approve a request for reimbursement for marketing, flyers, and membership forms to Annie Mullin, second by Mike Mullin. Motion passed unanimously.

Treasurer's Report: See attached.

Annie Mullin gave an update on the website.

Merchandise possibilities: Annie motioned, Michelle second to choose the large heavier all cotton bag from HAE Now, order 144, with the screen printing done by Creative Rewards, Watertown. Cost is approximately \$8/bag, sell for \$15. To be used for marketing membership campaign initially.

Holiday pop-up market. Angie Reppe (Gather owner) asked the market to host another pop-up because of the success of the August one. Next one will be December 7, 2019. Three producers committed to date. Discussion about producers and criteria for being at the pop-up ensued.

Other Business:

Suggestion by Michelle Grant to advertise in only one media for each membership campaign push, so that we get data on which one gives the best return: newspaper, shopper, radio, social media, email.

Meeting adjourned 4:50 p.m.



Mike Mullin, Secretary



Annie Mullin, Chair

January 15, 2020

Approved Date

Treasurer's Report

October 6, 2019

Details

Total

Balance August 18, 2019 **\$5,652.71**

Income

Memberships		\$600.00
Individual	\$600.00	
Institutional	\$0.00	
Stock	\$0.00	
Total income		\$600.00

Expenses

Marketing		-\$114.36
Supplies	-\$71.80	
Events	-\$10.56	
Merchandise	-\$32.00	
Legal		-\$57.35
Total expenses		-\$171.71

Balance October 6, 2019 **\$6,081.00**

Flyers, forms

Energy bite supplies (holistic fair)

Organic cotton bag samples

Secretary of State annual report filing fee, taxes postage (IRS)